

Curriculum Committee

September 16, 2011 – Student Senate Room (HUB 119)

MINUTES

Present: Bonnie L. Bechard, Christian Bisson, Mary E. Campbell (consultant, non-voting), Robert G. Egbert, Jr., George T. Gilmore, Barbara D. Lopez-Mayhew, Amy J. Morrill (Associate Registrar, non-voting), Holly E. Oliver, Wendy J. Palmquist (Chair), Hilary Swank (new faculty observer, non-voting), David Zehr [eight voting members]

Excused: Julie N. Bernier, Karolyn Kinane

Presenters of Proposals: Paul M. Fedorchak, K. Hridaya E. Hall, Angela Kilb, Catherine F. LeBlanc, Brigid C. O'Donnell, Heather Sands, Kerry L. Yurewicz

Note: *Unless otherwise indicated, all curricular changes noted below will become effective with the 2012-2013 edition of the Academic Catalog.* Recorded in the order in which the agenda item was discussed.

Wendy Palmquist called the meeting to order at 2:30 pm. Everyone present introduced themselves. The Chair welcomed new members Bob Egbert, Barbara Lopez-Mayhew, Holly Oliver as well as Hilary Swank as the new faculty observer (non-voting) and George Gilmore as Registrar.

I. The minutes of the May 20th meeting were *approved as distributed 8-0-0-1.*

II. New Business

A. Biological Sciences:

1. New course: BI 4160 Ecology and Development (4 credits). Exposes students to the integrative field of ecological developmental biology, a field that focuses upon the impact of the environment on development. Explores a suite of modern studies of developmental phenomena that link across multiple levels of biological complexity. Builds strong writing skills. Springs. Prerequisite: junior or senior status; sophomores with permission of instructor only. *Approved 8-0-0-1.*

B. Psychology:

1. New course: PS 3000 Human Memory (3 credits). Critical overview of current theory and research on memory processes in adulthood. Emphasis on theoretical and empirical work in learning strategies, forgetting, neurological disorders, eyewitness testimony, and false memory. Falls and Springs. *Approved 8-0-0-1.*
2. PS 3600 Biological Psychology: change title to Behavioral Neuroscience. *Approved 8-0-0-1.*
3. BS Psychology (all options): change core requirements of the major by requiring PS 3600, deleting PS 3260 from Group B, therefore requiring PS 3210 or PS 3220 in Group B. *Approved 8-0-0-1.*

C. Communication and Media Studies:

1. New course: CM 4900 Senior Seminar (3 credits). Provides students with the opportunity to reflect upon their major coursework in order to connect theory and application in preparation for their entry into the workforce. Focuses on applying ethical frameworks, including deontology and utilitarianism, to a variety of case studies related to interpersonal, group and organizational communication, and to personal and professional consumption and production of media. Falls and Springs. Prerequisite: CM 3650 (may be corequisite); Communication Studies majors only; taken in the last semester. *Approved 8-0-0-1.*
2. (a) BA Communication Studies (both options): add CM 4900 to the list of capstone courses, *effective Spring 2012.*
(b) Blanket Agreement: For BA Communication Studies (both option) majors following pre-2012-2013 Catalogs, to satisfy the capstone requirement by completing one course from CM 4000, CM 4550, or CM 4900
Approved 8-0-0-1.

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D. Counselor Education and School Psychology:

1. New course: CO 2060 Interpersonal Conflict Resolution (3 credits). Familiarizes students with the nature of interpersonal conflict as it exists in dyads and among groups. Students learn to identify conflict styles in themselves and others and how culture, beliefs, attitudes, and behaviors impact conflict and conflict resolution. Students practice communication skills that aid in resolving conflict. Springs. *Approved 8-0-0-1. [Approved October 24, 2011 as SSDI.]*

III. Reports

- A. SAPC. SAPC met recently, however, the Provost was not present today to report.
- B. General Education Committee. Met September 12th. Approved ESP 4530 to be a Writing Connection. Renewed ENDI 1550 (SSDI), EN 3710 (DICO), PODI 1040 (PPDI) and PO 3500 (GACO) (INCO). Reviewed presentations given during Faculty week. Will be reviewing the evaluation questions used for Connections courses.
- C. Council on Teacher Education. Meeting on September 19th.
- D. Steering Committee. Met two days before the September Faculty meeting. Discussing how much change that having Colleges and Deans will impact faculty governance.

IV. Discussion

- A. Updating curriculum process to include the Deans. Wendy distributed the 9/8/11 e-mail which she, the Registrar, and the College of Graduate Studies received from the Provost:
With the Deans in place now we are in the process of updating procedures. We need to update the Curriculum forms and process to include Deans. I'd like to update the forms and process so that we have three levels of signature requirements.

Change of course titles or description do not require Dean or Provost signature, only a vote and Dept. Chair signature.

New courses or adding requirements to existing programs require Dean signature.
New programs of any type and course fees require Dean and Provost signature.

The forms will need some notation explaining this. I've copied the new Registrar, George Gilmore since I think he has to make the changes to the UG forms that you request Wendy.

Wendy-I will continue to attend Curriculum Committee, but could you please add the three Deans to the email that contains the agenda. I am asking that they review the agenda and let me know if they have any concerns with anything on the agenda.

Wendy read the Faculty by-laws regarding the Curriculum Committee; they do not specify the process.

1. Change of course titles or description do not require Dean or Provost signature, only a vote and Department Chair signature. *Approved 8-0-0-1.*
2. New courses or changing requirements to existing programs require Dean signature. *Approved 8-0-0-1 as amended.*
3. New programs of any type and course fees require Dean and Provost signature. "New programs" means majors, options, minors, certificates. *Approved 8-0-0-1.*

Experimental courses? 1st offering? 2nd offering?

Travel courses?

Allow e-approval for Library and Dean? Technology?

The Provost will attend the Curriculum Committee meeting. If the Dean has signed the proposal, should the Dean also attend? Most of the proposals are at the Dean level. Some resource questions will be answered by the Deans. Ask questions before the meeting so the Deans would know? The Deans are on the distribution list of the Curriculum Committee.

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Need to change the New Course Proposal form and the Curriculum Change Proposal form. Need to update the Curriculum Handbook (posted to the Curriculum Committee web page). Who has permission to post on the Curriculum Committee web page?

- B. Discussion items for upcoming agendas to include:
1. Certificates
 2. Syllabi – content, expectations. See September 16th e-mail from the Provost.

The meeting adjourned at 3:55 pm.

The Curriculum Committee meets on the third Friday of the month from 2:30 until 5:00 pm in the Student Senate room (HUB 119). Proposals need to reach the Chair 10 days prior to the meeting. Their next meeting is Friday, **October 21st**.

Respectfully submitted,

Mary E. Campbell, Scribe
Director of Curriculum Support

These minutes were approved October 21, 2011.